

**From:** Dave Winslow  
**To:** RGOLD  
**Date:** Thu, Jul 16, 1998 4:12 PM  
**Subject:** Draft of Y2K Memo and Monthly Report

Rick,

Attached is the draft of the Y2k Memo regarding site visits (ucy2kins.wpd). Julie and Larry as well as Becky Redhorse in Denver have looked at it.

The monthly report I sent to Denver on June 26th (y2k-actn.uc) is also attached. Both are WordPerfect 6.1 files. Becky told me today that future reporting will be done biweekly, with the report generated in Denver from information reported during the biweekly conference calls. If I can get copies of the biweekly report, I will email you.

Thanks  
Dave Winslow

CC: LWALKOVIAK, 4ucasd.JRICHARDSON

## **UC Regional Action Plan Embedded Microchip Program**

### **1. Introduction**

The UC region's Y2K EMC efforts began with the largest and most important facility in the region, Glen Canyon Dam. This was done in order to provide the greatest amount of time to this critical facility and to educate the regional coordinator, who was appointed without a good knowledge of EMC's. The initial contact was in April and included a site visit in conjunction with other work. An inventory of the known EMC was done and a status report made.

Following this, the other power offices in the region were contacted and the relevant personnel identified and contacted. Due to the unfamiliarity of the regional coordinator with the extent of the EMC within the region, several of the smaller offices were not included in the initial contact. These offices were contacted subsequently. Since that time, the office coordinators were contacted by phone and E-mail at regular intervals to determine status, the need for help or other information, etc.

Identification and testing at most offices are complete or nearly so. However, information and cost estimates on some of the non-compliant devices is still being gathered. As this information is received by the regional coordinator, it will be added to the EMC database.

Several offices have facilities which are operated and maintained by water districts. These offices are currently attempting to have these facilities inspected.

### **H. Regional Description of and Estimates for Y2K EMC Process**

The UC region EMC inventory is estimated to be 50% complete. This estimate is based on the status reports of offices within the region and the fact that most facilities operated by the water districts have yet to be inventoried. These water district operated facilities include Jordanelle Dam, Brantley Dam, the Dolores Project and Ridgeway Dam, the Central Utah Project and the Weber Basin Project. Additionally, some non-compliant devices have been identified and tested for which database and cost estimate information is not yet complete.

The UC region EMC testing is estimated to be 50% complete. Manufacturers have been contacted regarding compliance for many devices. Testing by Reclamation personnel was done as far as possible following the guidelines issued (i.e. resetting the dates and observing the outcome). Care has been exercised to prevent testing procedures from damaging devices or adversely affecting systems or operation.

The UC region certification process is estimated to be 30% complete. Many vendors have indicated that devices are compliant in telephone conversations, but haven't yet provided certification forms. The non-compliant devices need to be replaced or upgraded before any

certification can be done.

The UC region contingency planning is estimated to be 40% complete. Several offices, including Glen Canyon Dam, have indicated that they intend to have all critical, non-compliant devices repaired/replaced before the year 2000. Other offices have not found any critical, non-compliant EMC devices and have not established plans as yet. Offices will be urged to review the facility standing operating procedures (SOP) and create a contingency plan.

#### **1H. Contingency Plan**

At present, meaningful cost estimates have yet to be completed for the majority of the non-compliant devices in the region. More information is being prepared by the offices in the region for inclusion in the database. The knowledge that outside funding may be possible for replacement/repairs is hastening these efforts.

The area offices and power office of the UC region are largely autonomous and normally operate independently of each other. Each office is also largely free to set up its own O&M and replacement program. For these reasons, the region-wide action plan is to advise and assist the offices in setting up their individual action plans. The region is working toward upgrade/replacement of the non-compliant telephone equipment.

The Power Office is working to upgrade the SCADA system equipment throughout the region's power facilities.

Equipment at Glen Canyon Field Division has been inventoried and those with embedded microchips have been identified. Of the equipment inventoried, 12 have been identified as mission-critical. Five have been determined to be Y2K compliant, one will be remedied during a security system upgrade, and the remainder are being investigated. The division plans to have all mission critical devices upgraded or replaced by the end of 1999. An additional contingency plan for these devices has not been established. No additional personnel requirements have been identified.

The Curecanti Field Division maintains Blue Mesa, Morrow Point, Crystal, Upper Molina and Lower Molina powerplants. Equipment has been inventoried and those with embedded microchips have been identified. Of the equipment inventoried, eight have been identified as mission-critical. Six have been determined to be Y2K compliant, and two, the Harris RTU and Harris phone equipment both have contracts let to make all equipment Y2K compatible. The division plans to have all mission critical devices upgraded or replaced by the end of 1999. An additional contingency plan for these devices has not been established. No additional personnel requirements have been identified.

Other offices in the region have not identified any mission critical, non-compliant equipment with embedded chips.

#### **IV. Conclusions/Main Points**

The UC region has completed the identification of ENIC devices at most Reclamation operated and maintained facilities. Completion of the identification, cost estimates and testing are also high priority items. This work should be completed in the near future. The remainder of the facilities within the region are operated/maintained by water districts. This includes a significant number of facilities. The offices are working with the districts to identify and test the associated EMCs. Progress is slow but will continue to be a priority.

UC-3 5 5  
???-1.00

Memorandum

To: Regional Operating Office Heads  
Regional Power Manager, Salt Lake City, UT  
Attention: UC-600

From: Charles A. Calhoun  
Regional Director

Subject: Year 2000 (Y2K) Technical Assistance

**With less than 18 months before the year 2000, the Y2K issue has become a high priority for Reclamation. The Upper Colorado Region** is committed to meeting the Y2K inventory, testing, reporting and implementation requirements of the Department of the Interior, Office of Management and Budget (OMB) and Congressional inquiries.

Recently the Department of the Interior slipped from a Y2K Tier 3 to a Tier 2 status. This status acknowledges some Y2K progress, but warrants closer OMB attention, and monthly rather than quarterly reporting to OMB. Numerous inventory, testing and reporting requests have been received in the past few months. The offices in the region have responded to current and past requests in a timely manner. In the immediate future there will be more follow-up, requests for additional Y2K information and a greater need for your assistance in meeting our stringent Y2K goals and objectives.

Y2K is one of the Commissioner's highest priorities. We endorse his goal that Reclamation not experience safety and health risks or disruption of service due to one or more systems not programmed to properly recognize the year 2000.

In order to meet the Commissioner's goal and to assure the Department that our Y2K efforts are effective and focused, we recommend that a team of experts visit key sites to ensure that all areas of concern regarding Y2K are addressed. The team will provide assistance and independent verification to eliminate complications associated with embedded microchips, applications, telecommunication, and data exchange. This team will consist of experts in embedded microchip

(EMC), communications, telecommunications contact you with the appropriate cost structure

The team will utilize the regional airplane to visit the time frame. Dates for the visits will be August visit the following key sites:

Alamosa - Closed Basin  
Brantley Dam  
Elephant Butte Dam  
San Juan Chama diversion system  
Glen Canyon Dam  
Flaming Gorge Dam  
Fontenelle Dam  
Aspinall Unit dams  
Dolores Project  
Navajo Indian Irrigation Project  
Weber Basin Project  
Central Utah Project

Other sites may be added or substituted by request. questions to Julie Richardson at (801) 524-3726 or